

NORTHWOODS UNITARIAN UNIVERSALIST CHURCH	TITLE: Leadership Development Committee	
	DOCUMENT No.	P083
	ORIGINATOR	Lisa Cronce
	COMMITTEE	Leadership Development Committee
		REVISION: A
		PAGE 1 OF 2
		APPROVED DATE: 11/09/14

1. POLICY:

Leadership Development Committee is responsible to nominate members for several committees as well as the Board of Trustees. The Leadership Development Committee's structure and responsibilities are called out in the By-Laws Article IX Section 3.A

The Leadership Development Committee nominates members for the following committees for either BOT or congregational approval:

- Board of Trustees
- Conflict Resolution Committee
- Committee on Ministry
- Ministerial Search Committee
- Leadership Development Committee

2. REFERENCED DOCUMENTS:

- By Laws (The Leadership Development Committee is referenced in Article VI, VII & Article IX)
- P002 – Conflict Resolution Committee – Section 3
- P014 - Committee on Ministry
- P005 – Membership Committee

3. DEFINITIONS:

- BOT – reviews and approves nominations and places names on ballot
- Voting Members –See P005 Membership Committee
- BOT – Board of Trustees

4. PROCEDURE STEPS:

Step	Activity: Nominations	Responsibility
A	No formal minutes are required to be kept, although a Leadership Development Committee member will record the list of nominees as developed at any meeting. Also, records are kept of contacts made with potential nominees who turned down a nomination but indicated a future interest in a position, and this information is passed on to the next committee.	Leadership Development Committee
B	A quorum will be considered two Leadership Development Committee members.	Leadership Development

NORTHWOODS UNITARIAN UNIVERSALIST CHURCH	TITLE: Leadership Development Committee		
	DOCUMENT No.	P083	REVISION: A
	ORIGINATOR	Lisa Cronic	PAGE 2 OF 2
	COMMITTEE	Leadership Development Committee	APPROVED DATE: 11/09/14

Step	Activity: Nominations	Responsibility
		Committee
C	The Leadership Development Committee will publicize through the church newsletters the vacancies the committee will be filling, the duties associated with those vacancies, and how a Northwoods' member can indicate their interest, or suggest a possible candidate.	Leadership Development Committee
D	The Leadership Development Committee will keep the Minister apprised of its deliberations.	Leadership Development Committee and the Minister
E	Contacting potential nominees and getting their consent to be nominated is shared by all committee members.	Leadership Development Committee
F	The Leadership Development Committee will inform the Board President and Secretary of its nominations, at a minimum three weeks in advance of any Congregational Meeting where such an election is planned.	Leadership Development Committee
G	The Leadership Development g Committee is encouraged to advise the Northwoods Membership of its nominations via the church newsletters.	Leadership Development Committee

Step	Activity: Training	Responsibility
A	Leadership training options will be considered to support current and upcoming leaders. Some options include but are not limited to Joint C.O.M./B.O.T. Training, Dwight Brown Leadership Experience (DBLE), retreat for DBLE graduates, etc.	Leadership Development Committee

5. OTHER INFORMATION - (Attachments, records, other comments as needed):